



Committee: Public Events and Celebrations
Date: Tuesday, October 27, 2015
Time: 7:00 PM
Location: Tewksbury Police Department

Approved by committee on 11/17/15

Members & Staff present: Cheryl Gay (Chairperson), Elaine Krauss (Clerk), Susan Boucher, Denise Frost and Carol Sturtevant (Tewksbury Congregational Church)

Members not present: Erin Kniff (Vice Chairperson), MaryJo Melloni, Moira Gray, David Gay, Julie Bonavita and Teresa Nugent

The meeting was called to order at 7:08 PM

1. Approval of Minutes

- None

2. Holiday Celebration & Christmas Tree Lighting Event

a. Date: Friday, December 4th, 6:00 pm

b. Location: Old Town Hall

c. Flyer:

-Moira G. (absent) is currently developing. Will present to committee at next meeting.

d. Entertainment

-Reading: "Twas the Night Before Christmas" – TMHS would like to have a staged performance and reading (drama club). Carol S. (TCC) Said the Board of Trustees at the church are deciding tonight and will give an answer to Cheryl G. shortly

- TMHS band will perform a couple of holiday songs to transition to the tree lighting

-Fire barrels with marshmallow roasting, Santa, Mrs. Claus, elf and Olaf (Frozen)

-Wameset Mason's will provide balloons and hot chocolate

-Tree lighting ~ Susan B. will ask Fire Chief if we can have a Christmas tree in the gazebo at the town center

-Harrow's Chicken Pies may be handing out samples (Cheryl G. to confirm)

-Photo opportunity with Santa at the church

-We will need: a microphone and podium set-up, a schedule of events for the evening, and a police detail for street crossing

e. Advertisement

-Will send flyer to school PAC's, Tewksbury Congregational Church, St. Williams Church, local daycare centers and John Lyons (Directors, Tewksbury Community Services)

Other:

November 3, 2015. Presentation to the Board of Selectmen (Cheryl G. is waiting for the Town Manager to confirm)

Upcoming Meeting Schedule

Next meeting: Tuesday, November 10th, November 24th and December 1st

Time: 7:00

Place: Tewksbury Police Department

Meeting adjourned @ 7:47 PM

List of Documents and Other Exhibits used at Meeting:

Documents and Other Exhibits used at meeting will be available for review at:

(Office)